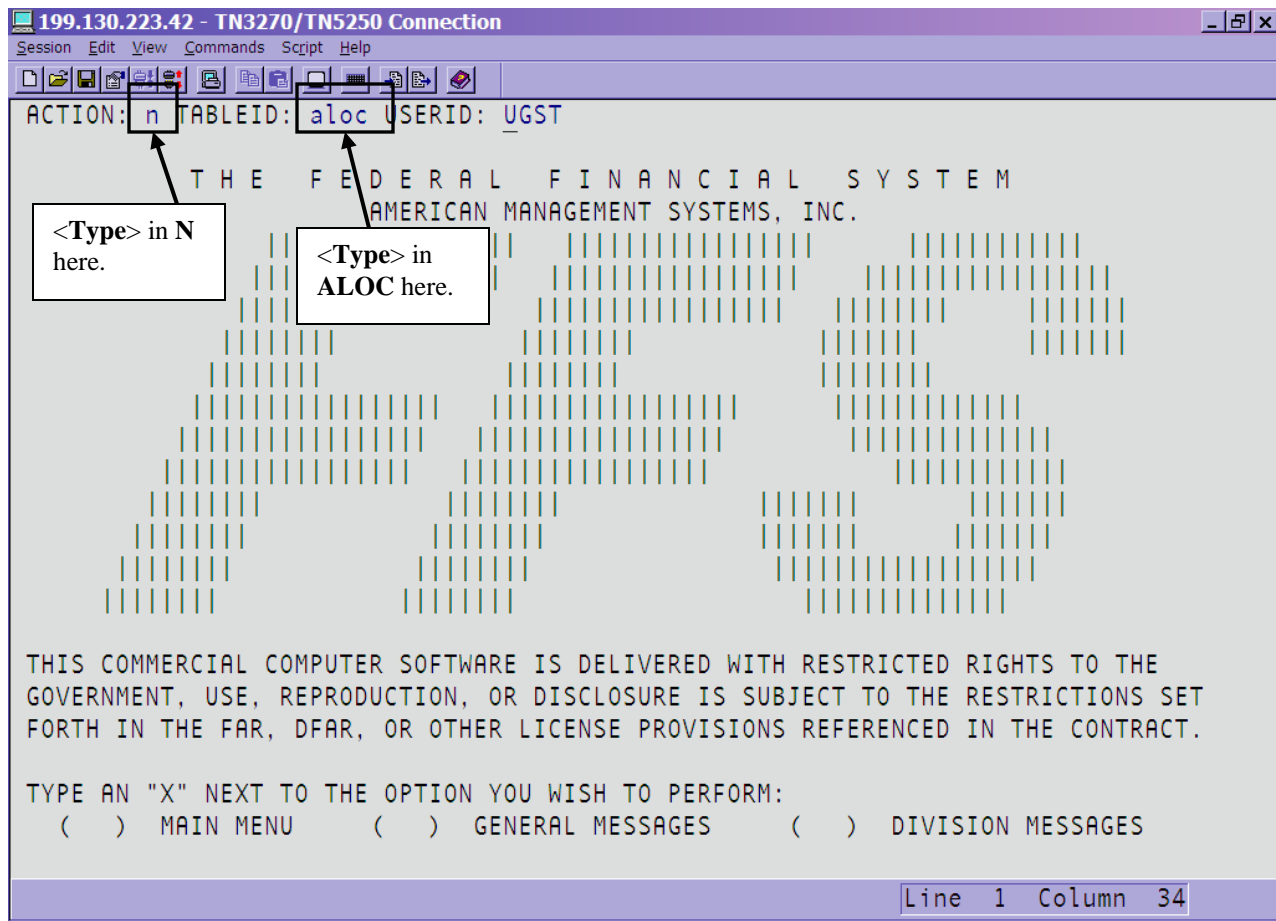


# HOW TO ACCESS AND UNDERSTAND THE ALOC TABLE

- This document will allow you to view financial data by Budget Fiscal Year, Fund and Division
- This is a roll-up table and takes into account transactions that occurred in Multiple Fiscal Years for one Budget Fiscal Year. This means that the current Budget Fiscal Year is the only one that contains one Fiscal Year.

## Step 1:



1. To move to the ALOC table <type> N in the ACTION field and <type> ALOC in the TABLEID and <press> the **Enter** key.

6/5/2006

## Step 2:

**<Type> in S here.**

**<Type> in BFY here.**

**<Type> in FUND here.**

**<Type> in DIVISION here.**

ACTION: **S** TABLEID: ALOC USERID: UGST  
\*\*\* ALLOCATION INQUIRY TABLE \*\*\*  
KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC  
BFYS: **05** FUND: **52** DIVISION: **3** ORG: **<Type> in DIVISION here.**  
STATUS IND: SPENDING CONTROL OVR:  
APPROVED IND: POST QTR: TRANS TYPES - PENDING: APPROVED: POSTED:  
APPROVED ALLOC AMT: YTD ALLOC AMT:  
YTD UNLIQ COMM AMT: AVAILABLE AMT:  
YTD UNLIQ OBLG AMT: EXPENDED AMT:  
DESCRIPTION:  
EST REIM TC/TT: EST REIM AMT:  
ACT REIM AMT: UNDISTRIB EST REIM:  
QTR ORIG ALLOC AMT PEND ALLOC AMT APPRV ALLOC AMT AMT  
1  
2  
3  
4  
QTR UNLIQ COMM AMT UNLIQ OBLG AMT EXPENDED AMT AMT  
1  
2  
3  
4  
Line 4 Column 38

2. The keys for this Table are Budget Fiscal Years, Fund and Division. **<Type> S** in the ACTION field and **<tab>** down to BUDGET FISCAL YEARS and **<type>** in the **two digit BFY** you are interested in, in this example it is 05. **<Tab>** once to the Fund, in this example it is 52. In the Division field **<type>** in the **one digit Division**, in this example 3 and **<press>** the **Enter key**

## Explanation of Fields on the ALOC table:

199.130.223.42 - TN3270/TN5250 Connection

Session Edit View Commands Script Help

ACTION: R TABLEID: ALOC USERID: UGST

\*\*\* ALLOCATION INQUIRY TABLE \*\*\*

KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC

BFYS: 05 FUND: 52 DIVISION: 3 ORG: PGM: BOC:

STATUS IND: A SPENDING CONTROL OVR:

APPROVED IND: Y POST QTR: 1 TRANS TYPES - PENDING: APPROVED: AP POSTED: PS

APPROVED ALLOC AMT: 51,731,071.00 YTD ALLOC AMT: 51,731,071.00

YTD UNLIQ COMM AMT: 0.00 AVAILABLE AMT: -10,227,208.90

YTD UNLIQ OBLG AMT: 13,577,552.75 EXPENDED AMT: 48,380,727.15

DESCRIPTION: MANAGEMENT & BUDGET

EST REIM TC/TT: BE EST REIM AMT: 0.00

ACT REIM AMT: 0.00 UNDISTRIB EST REIM: 0.00

QTR	ORIG ALLOC AMT	PEND ALLOC AMT	APPRV ALLOC AMT	ALLOCATED	AMT
1	51,731,071.00	0.00	51,731,071.00		0.00
2	0.00	0.00	0.00		0.00
3	0.00	0.00	0.00		0.00
4	0.00	0.00	0.00		0.00

QTR	UNLIQ COMM AMT	UNLIQ OBLG AMT	EXPENDED AMT	UNALLOCATED	AMT
1	0.00	1,075,938.36	13,884,320.36	51,731,071.00	
2	0.00	9,034,092.88	28,709,341.65		0.00
3	0.00	3,467,521.51	5,787,065.14		0.00
4	0.00	0.00	0.00		0.00

Line 1 Column 10

- **APPROVED ALLOC AMT** is the amount of funding allocated to us by either congress (for example PPQ, WS etc.) or by the APHIS Management Team (AMT), for example the support unit funding.
- **YTD ALLOC AMT** is the same as the APPROVED ALLOC AMT.
- **YTD UNLIQ OBLIG AMT** are orders placed, contracts awarded, services received and similar transaction that have been obligated in the Financial System but have yet to be paid or have a outstanding balance. Once a year has expired, Sept 30<sup>th</sup>, 2005 BFY 2005 will expire, there are 5 years before a year is canceled. Before the cancellation date, the YTD UNLIQ OBLIG AMT must be at zero balance.
- **EXPENDED AMT** are transactions that the vendor has satisfied enough of the requirements to begin processing the payment. The transaction has either already been paid by treasury or soon will be paid.

199.130.223.42 - TN3270/TN5250 Connection

Session Edit View Commands Script Help

ACTION: R TABLEID: ALOC USERID: UGST

\*\*\* ALLOCATION INQUIRY TABLE \*\*\*

KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC

BFYS: 05 FUND: 52 DIVISION: 3 ORG: PGM: BOC:

STATUS IND: A SPENDING CONTROL OVR:

APPROVED IND: Y POST QTR: 1 TRANS TYPES - PENDING: APPROVED: AP POSTED: PS

APPROVED ALLOC AMT: 51,731,071.00 YTD ALLOC AMT: 51,731,071.00

YTD UNLIQ COMM AMT: 0.00 AVAILABLE AMT: -10,227,208.90

YTD UNLIQ OBLG AMT: 15,577,552.75 EXPENDED AMT: 48,380,727.15

DESCRIPTION: MANAGEMENT & BUDGET

EST REIM TC/TT: BE EST REIM AMT: 0.00

ACT REIM AMT: 0.00 UNDISTRIB EST REIM: 0.00

QTR	ORIG ALLOC AMT	PEND ALLOC AMT	APPRV ALLOC AMT	ALLOTTED	AMT
1	51,731,071.00	0.00	51,731,071.00		0.00
2	0.00	0.00	0.00		0.00
3	0.00	0.00	0.00		0.00
4	0.00	0.00	0.00		0.00

QTR	UNLIQ COMM AMT	UNLIQ OBLG AMT	EXPENDED AMT	UNALLOTTED	AMT
1	0.00	1,075,938.36	13,884,320.36	51,731,071.00	
2	0.00	9,034,092.88	28,709,341.65		0.00
3	0.00	3,467,521.51	5,787,065.14		0.00
4	0.00	0.00	0.00		0.00

Line 1 Column 10

- **YTD UNLIQ COMM AMT** is not currently used by this agency but will be used in the future.
- **AVAILABLE AMT** is the amount still available to be obligated. ( In this example, division three has overspent their allocation and have a negative AVAILABLE AMT.)
- **DESCRIPTION** tells you which division is being shown in this table.

199.130.223.42 - TN3270/TN5250 Connection

Session Edit View Commands Script Help

ACTION: R TABLEID: ALOC USERID: UGST

\*\*\* ALLOCATION INQUIRY TABLE \*\*\*

KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC

BFYS: 05 FUND: 57 DIVISION: 7 ORG: PGM: BOC:

STATUS IND: A SPENDING CONTROL OVR:

APPROVED IND: Y POST QTR: 1 TRANS TYPES - PENDING: APPROVED: AP POSTED: PS

APPROVED ALLOC AMT: 284,550.00 YTD ALLOC AMT: 284,550.00

YTD UNLIQ COMM AMT: 0.00 AVAILABLE AMT: 210,561.25

YTD UNLIQ OBLG AMT: 0.00 EXPENDED AMT: 73,988.75

DESCRIPTION: WILDLIFE SERVICES

EST REIM TC/TT: PE EST REIM AMT: 0.00

ACT REIM AMT: 21,638.90 UNDISTRIB EST REIM: 0.00

QTR	ORIG	ALLOC AMT	PEND	ALLOC AMT	APPRV	ALLOC AMT	ALLOTTED	AMT
1		284,550.00		0.00		284,550.00		0.00
2		0.00		0.00		0.00		0.00
3		0.00		0.00		0.00		0.00
4		0.00		0.00		0.00		0.00

QTR	UNLIQ COMM AMT	UNLIQ OBLG AMT	EXPENDED AMT	UNALLOTTED	AMT
1	0.00	163.20	21,220.26	284,550.00	
2	0.00	0.00	17,773.00		0.00
3	0.00	-163.20	34,995.49		0.00
4	0.00	0.00	0.00		0.00

Line 1 Column 10

In the above example, the fund 57 is a reimbursable fund. The language in our appropriation states that we can only spend what we have collected in reimbursable funds. In the FFIS tables ALOC will show you how much you have actually collected by division. More detailed information is available from the Brio reports on the FDW website or on the ALLT table.

- **APPROVED ALLOC AMT** is an estimated amount of collections submitted by the division for each fund. This allows the division to begin spending the funds before the collections are received.
- **ACT REIM AMT** is the amount the agency has collected for the whole division in this example 7 or Wildlife Services and is your actual Budget Authority. Remember the actual expenditures should not exceed the actual reimbursable amount.

199.130.223.42 - TN3270/TN5250 Connection

Session Edit View Commands Script Help

ACTION: R TABLEID: ALOC USERID: UGST

\*\*\* ALLOCATION INQUIRY TABLE \*\*\*

KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC

BFYS: 05 FUND: 52 DIVISION: 3 ORG: PGM: BOC:

STATUS IND: A SPENDING CONTROL OVR:

APPROVED IND: Y POST QTR: 1 TRANS TYPES: PENDING: APPROVED: AP POSTED: PS

APPROVED ALLOC AMT: 51,731,071.00 YTD ALLOC AMT: 51,731,071.00

YTD UNLIQ COMM AMT: 0.00 AVAILABLE AMT: -10,227,208.90

YTD UNLIQ OBLG AMT: 13,577,552.75 EXPENDED AMT: 48,380,727.15

DESCRIPTION: MANAGEMENT & BUDGET

EST REIM TC/TT: BE EST REIM AMT: 0.00

ACT REIM AMT: 0.00 UNDISTRIB EST REIM: 0.00

QTR	ORIG ALLOC AMT	PEND ALLOC AMT	APPRV ALLOC AMT	ALLOTTED AMT
1	51,731,071.00	0.00	51,731,071.00	0.00
2	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00
4	0.00	0.00	0.00	0.00

QTR	UNLIQ COMM AMT	UNLIQ OBLG AMT	EXPENDED AMT	UNALLOTTED AMT
1	0.00	1,075,938.36	13,884,320.36	51,731,071.00
2	0.00	9,034,092.88	28,709,341.65	0.00
3	0.00	3,467,521.51	5,787,065.14	0.00
4	0.00	0.00	0.00	0.00

Line 1 Column 10

The **ORIG ALLOC AMT** and the **APPRV ALLOC AMT** are the same as the corresponding boxes on top except they are broken out by quarter. APHIS is allocated in the first quarter so all changes will be made in QTR 1 only.

199.130.223.42 - TN3270/TN5250 Connection

Session Edit View Commands Script Help

ACTION: R TABLEID: ALOC USERID: UGST

\*\*\* ALLOCATION INQUIRY TABLE \*\*\*

KEY IS BFYS, FUND, DIVISION, ORG, PGM, BOC

BFYS: 05 FUND: 52 DIVISION: 3 ORG: PGM: BOC:

STATUS IND: A SPENDING CONTROL OVR:

APPROVED IND: Y POST QTR: 1 TRANS TYPES - PENDING: APPROVED: AP POSTED: PS

APPROVED ALLOC AMT: 51,731,071.00 YTD ALLOC AMT: 51,731,071.00

YTD UNLIQ COMM AMT: 0.00 AVAILABLE AMT: -10,227,208.90

YTD UNLIQ OBLG AMT: 13,577,552.75 EXPENDED AMT: 48,380,727.15

DESCRIPTION: MANAGEMENT & BUDGET

EST REIM TC/TT: BE EST REIM AMT: 0.00

ACT REIM AMT: 0.00 UNDISTRIB EST REIM: 0.00

QTR	ORIG ALLOC AMT	PEND ALLOC AMT	APPRV ALLOC AMT	ALLOTTED AMT
1	51,731,071.00	0.00	51,731,071.00	0.00
2	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00
4	0.00	0.00	0.00	0.00

QTR	UNLIQ COMM AMT	UNLIQ OBLG AMT	EXPENDED AMT	UNALLOTTED AMT
1	0.00	1,075,938.36	13,884,320.36	51,731,071.00
2	0.00	9,034,092.88	28,709,341.65	0.00
3	0.00	3,467,521.51	5,787,065.14	0.00
4	0.00	0.00	0.00	0.00

Line 1 Column 10

- **UNLIQ OBLIG AMT** is the same amount as the **YTD UNLIQ OBLG AMT** except that it is broken out by quarters. If you add all the quarters together you will have the YTD amt.
- **EXPENDED AMT** is the same amount as the **EXPENDED AMT** except that it is broken out by quarters. If you add all the quarters together you will have the same amount as the top **EXPENDED AMT**.
- **UNALLOTTED AMT** is the same amount as the **APPROVED ALLOC AMT** because APHIS does not allot to a lower level of the agency.